

## **REPORT TO BUCHAN AREA COMMITTEE – 26 SEPTEMBER 2017**

### **RURAL PARTNERSHIP ANNUAL REPORT 2016/2017 AND FUNDING 2017/2018 AND 2018/2020**

#### **1 Recommendations**

**The Committee is recommended to:**

- 1.1 Note and support the continuing development of the Buchan Development Partnership (BDP).**
- 1.2 Note the progress made on the Action Plan for 2017/2018 and the Service Level Agreement 2017/2018.**
- 1.3 Note the publication of BDP's Annual Report 2016/2017 on Ward Pages.**

#### **2 Background / Discussion**

- 2.1 On 13 March 2014 the Infrastructure Services Committee (item 11) agreed a Rural Partnership budget of £206,000 per annum for three years, 2014/2017. It was agreed that each area would receive £34,333 for distribution to the Rural Partnership within their area.
- 2.2 In addition to the budget in paragraph 2.1 Area Managers have an additional £3,000 to distribute to Rural Partnerships in their area.
- 2.3 These were combined to provide an annual Service Level Agreement (SLA) of £37,433 per annum.
- 2.4 On 31 March 2017 the three year SLA came to an end.
- 2.5 The annual report of activity and outcomes for this period has been filed in Ward Pages.
- 2.6 On 18 August 2016 (item 10) Infrastructure Services Committee asked officers to commence discussions in developing an SLA between Aberdeenshire Council and the Rural Partnerships for years 2017/2020 and to bring this back to Committee for approval along with the proposed distribution of funds to the Rural Partnerships.
- 2.7 The Aberdeenshire Council and Rural Partnership approach is viewed nationally and locally as a highly innovative and unique solution to building local community economic development capacity and delivery. One of the earliest examples of true community empowerment. Rural Partnerships are consequently seen as necessary, contributing partners, not just by the Council but also with other Community Planning Partners, communities and community groups they service. This has been demonstrated by the work the Partnership has done on behalf of the Health and Social Care Partnership and

their support and participation in the LEADER Local Action Group in South Aberdeenshire.

- 2.8 Without the Partnership's contribution across the area, the level of successful community activity, as highlighted within the Annual Report, would be considerably reduced and the workload for officers increased. It cannot be emphasised enough how important the Partnership is to the continuing social and economic development of the communities in the area.
- 2.9 On 2 February 2017 the Infrastructure Services Committee (item 13) agreed the Rural Partnership budget and distribution for 2017/2017, delegate to the Head of Economic Development to sign off 2017/2018 SLA and subsequently 2018/2020, and annual monitoring to be undertaken by Economic Development.
- 2.10 The annual monitoring of BDP has been completed.
- 2.11 Rural partnerships are now required to provide an Annual Action Plan as part of the SLA. The SLA and the Action Plan for 2017/2018 is provided as Appendix 1.
- 2.12 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated within the report and are satisfied that the report complies with the Scheme of Governance and relevant legislation.

### **3 Scheme of Governance**

- 3.1 The Committee is able to take a decision on this item in terms of Section B.1.2 of the List of Committee Powers in Part 2A of the Scheme of Governance as it relates to considering, commenting on and making recommendations on any matter or policy which impacts their Area.

### **4 Implications and Risk**

- 4.1 An equality impact assessment is not required because the report is to inform committee on performance and there will be no differential impact, as a result if the report, on people with protected characteristics.
- 4.2 The management of this budget is undertaken within existing staff resources.
- 4.3 The £206,000 of Rural Partnership Funding for year 2017/2018 will be met from the Economic Development budget 2017/2018 page 60, line 17 "Support to Rural Partnership". The £3,000 will be met from the Area Manager – Infrastructure Services Budget page, line 13 "Area Partnerships".
- 4.4 As part of the Council's Medium Term Financial Strategy, the service has identified a budget for the Rural Partnership in the years 2018/19 and 2019/20, which is £195,700 and £185,400 respectfully.

4.5 The following risks have been identified as relevant to this matter on a Corporate Level: Budget Pressures; Working with other organisations (e.g. supply chains, outsourcing and partnership working). No risks have been identified as relevant to this matter on a Strategic Level.

**Stephen Archer**  
**Director of Infrastructure Services**

Report prepared by Reid Hutchison, Community Development Co-ordinator  
Date 21 August 2017

## Appendix 1

**Aberdeenshire**

COUNCIL



INFRASTRUCTURE SERVICES

### **SERVICE LEVEL AGREEMENT BETWEEN ABERDEENSHIRE COUNCIL AND BUCHAN DEVELOPMENT PARTNERSHIP**

#### **1 Scope**

This agreement establishes the scope of work of Buchan Development Partnership and the relationship with Economic Development and the Area Manager (Buchan) of Aberdeenshire Council.

#### **2 Background**

Rural partnerships have played a key role in developing and engaging communities in their areas. To ensure that development opportunities and engagement continues and to facilitate the development of the Aberdeenshire Community Planning Partnership, it has been agreed that £37,333 per year (£34,333 Economic Development and £3,000 Area Manager Funding) will be allocated to support the development and activities of Buchan Development Partnership for 1 year.

#### **3 Definition of Service**

Working closely with Economic Development and the Area Manager, Buchan Development Partnership will:

- (i) Promote Community Economic Development by helping additional groups throughout their area with information, implementation, and community engagement, to build inclusive/sustainable projects.
- (ii) Provide a local advice service to groups seeking to develop community assets and facilities. This should include options for organisational structures, governance, funding along with other areas required to help realise opportunities in their communities.
- (iii) Provide enterprise and administration advice to social/community enterprises seeking to develop economic opportunities.
- (iv) Develop and support Community Action Plans and other appropriate processes for engagement of communities.
- (v) Identify and implement ways to help communities understand issues around community planning and budget allocation. Together with partner staff, they will seek innovative funding and management solutions to overcome challenges.

- (vi) Ensure and facilitate a two way flow of information relating to the needs and priorities of voluntary sector partners, wider community contacts, Aberdeenshire Council, Community Planning Partners, Aberdeenshire Voluntary Action and the Buchan Community Planning Group.
- (vi) To support and be an active participant in the Buchan Community Planning Forums.
- (vii) Positively promote equality of opportunity for the whole population of Buchan. Where the opportunity arises work within groups with protected characteristics to help them achieve positive impacts. Provide evidence of the work undertaken and the positive impacts achieved in your annual reporting and monitoring arrangements.
- (viii) Provide an agreed annual action/work plan for the year ahead indicating the outcomes and key milestones that the partnerships will support and facilitate with communities and community/social enterprises.
- (ix) To support and administer the Area Initiatives Scheme in Buchan. Working with applicants to ensure that proposals fit with the scheme, for presentation for approval by the Area Committee.

#### **4 Finances**

- (i) At the Infrastructure Services Committee on 2 February 2017, a £34,333 award was approved subject to the conditions of this Service Level Agreement and an agreed Annual Action Plan. The £3,000 Area Manager element is also covered within this agreement. This agreement is intended to last for 1 year, with a further 2 years to be agreed subject to available budget.
- (ii) The Economic Development element will be paid as follows:-  
The first payment will be made following the signing of the Agreement during the first quarter. Thereafter payments will be made on:  
  
1 July 2017  
1 October 2017  
1 January 2018
- (iii) The Council reserves the right to deduct any debts which may be due prior to making any further payments.

#### **5 Monitoring and Reporting**

- (i) Economic Development will undertake an annual monitoring visit, which will incorporate a review of activity, evidence of expenditure, annual action plans and future plans.
- (ii) An annual report will be provided by Buchan Development Partnership to Economic Development by 31 May 2018. This report will be used as an update to the Local Community Planning Group, Infrastructure Services Committee and the Area Committee annually.

- (iii) To host an annual round table discussion with the Area Committee, Area Manager and Economic Development to provide an update of developments in the area.
- (iv) Aberdeenshire Council's procedures on "Following the public pound" will underpin any reporting requirements.
- (v) The rural partnership undertakes to allow any Authorised Officer of the Council, or its designated agents, access to the books of account and other records for the purpose of confirming the accuracy, validity and completeness of information provided in relation to this agreement.

**6 Terms of Agreement**

This agreement will commence on 1 April 2017 and will expire on the 31 March 2018.

Signed on Behalf of Aberdeenshire Council

Date 10/04/2017

Signed on Behalf of Buchan Development Partnership

Date 10/04/2017

Buchan Development Partnership  
Action Plan April 2017 — March 2018

Key Actions	SLA actions	Anticipated Community	Actual Outcomes
<p>BDP will keep local communities informed and encourage links between groups by: hosting four forums per year; producing and distributing the Buchan Bulletin widely (2,000 copies three times per year) and introduce an online version; increasing our online presence by producing four Facebook pages and, our websites and particularly promoting the toolkit.</p>	<p>1,2,3,5,6,7</p>	<p>Groups will have an Increased awareness of emerging issues and opportunities both locally and nationally. Improved relationships between groups (peer support) via sharing of good news stories and knowledge. Communities feel positive and connected. Groups develop strategies to run successful projects which will inspire others.</p>	
<p>Step by step support for community groups and projects: with project management; with governance and choosing a structure; business planning (for example with village hall committees and other local groups); mediation and conflict resolution within and between group (for example Boddam playpark and Maud Railway Museum Prison Carriage); respond to requests for workshops (for example disclosure); BDP will continue to support: its 170 membership groups on an 'as and when' basis; an additional 17 area committee funded projects and 14 Participatory Budgeting &amp; Shell Small Grants start-ups.</p>	<p>1,2,5,7</p>	<p>Community groups are supported and sustainable; Groups develop skills, gain confidence and knowledge to make informed decisions. Successful resolution of group conflicts. Delivery of an outreach advisory service. Delivery of SCIO workshops (2 SCIO'S in progress) Development projects include Mintlaw Village Hall, St Fetterangus Sports Hub, St Fergus sports pitch, Fetterangus Village hall/shop/cafe, Volunteer base for community allotments, Friends of Aden, Stuartfield path project, Old Deer Church Project and Aden Projects.</p>	
<p>BDP will work closely with partners to tackle barriers to involvement and promote volunteering opportunities within the local area. Produce a 'Buchaneers' data base resulting in a 'one stop online resource' for volunteering in Buchan. Data base of opportunities, volunteers and training opportunities will go live. 'Buchaneers project' will deliver a volunteer day for local projects and individuals. (Volunteer week) Further funding will be sought to deliver joint accredited training by third sector organisations in Buchan. Partners include BDP, Aberdeen Foyer, AVA and Theatre Modo.</p>	<p>6,7</p>	<p>Increased number of volunteers and increased volunteering opportunities within Buchan. Volunteers feel supported and confident in their abilities to access suitable opportunities, Volunteers gain accreditation, skills and move into paid work. Volunteers feel positive about future developments and celebrate success. Delivery of community events in Aden Country Park will attract visitors and tourists Increased capacity of local groups to deliver event services locally.</p>	

<p>Produce a pool of volunteers to work at local events and make the best use of shared resources.</p>		<p>Expand volunteer base to deliver 20 Community events in Aden Country Park</p>	
<p>BDP will engage and consult with local communities using a variety of tools, including Planning for Real and Wheel Standard; review, update or produce community action plans; facilitate other major initiatives of community interest Use information to raise awareness of community needs to corporates like Shell UK. BDP will source funding that supports projects that fit with local priorities</p>	<p>4,6</p>	<p>Identify needs and gaps within Buchan communities by completing 13 wheel standard exercises. New Action plan for New Deer, Community Consultations with Fetterangus and Aden Park to support investment. Complete 13 Wheel standard exercises Use evidence from consultations to the best advantage for the communities e.g. developer obligations and external funding</p>	
<p>BDP will work with Social enterprises to look at strengths and opportunities. Host an event aimed at Social Enterprises to identify strengths and opportunities that exist locally. Projects identified for support during 2017: Buchan Community Farm Buchanhaven Boat shed programme Friends of Aden-Summer Arts Festival BDI caravan and Camping —next development Attend training events e.g. Funding fair, volunteer training Disseminate the information back to groups to ensure that Buchan is maximising the resources and opportunities available to help develop the Rural Economy and developing further links with other organisations e.g Social Enterprise Scotland, DTAS</p>	<p>3,4</p>	<p>Greater community participation and more successful businesses. Social enterprises secure funds and improve their financial sustainability (e.g. Leader, Suez). Improved links between partners resulting in best use of available resources. Continue to be an active partner and support the Buchan Liaison Group for third sectors partners resulting in better outcomes for Social Enterprises. Groups better informed from cascaded information from training events</p>	
<p>BDP will work with groups to access funding by identifying appropriate funders, helping groups with applications and providing appropriate funding packs, calendars and tracking systems.</p>	<p>1,2,5</p>	<p>Additional funding secured for groups and projects. Leverage - Projects increased ability to attract match funding. Groups will be more confident fundraisers as specific funding raising skills and systems are improved.</p>	

<p>BDP will work with Corporate partners, Aberdeenshire Council and other grant providers to ensure best use of funds for existing and emerging local initiatives.</p> <p>BDP work with large corporates on their Social Investment Programme resulting in additional resources being invested in the area.</p>	<p>1,5,6</p>	<p>Groups able to access Area Initiatives, Shell funding, Suez (landfill) and PB funding. Corporate partner's needs are met and communities benefit from addition investment. (Projects include Modo, One Seed Forward, Slow Food, Environmental Projects and Aden Country Park)</p> <p>Communities benefit from mentoring from businesses and volunteer days.</p>	
<p>BDP development officer will work with local partners by participating in Rural Partnership, Third Sector, Aberdeenshire Council, Community Planning, Community liaison group and Sports Council Groups/meetings. BDP will continue to support LEADER and NALAG as an active member of the board.</p>	<p>1,5,6</p>	<p>Support groups to engage with decision makers, Contribute to community plan, Use contacts to lobby on behalf of groups (e.g. councillors and area officers)</p>	
<p>BDP will provide an action plan for the year 2017/2018 and develop a funding strategy with the community board to cover shortfalls</p>	<p>8</p>	<p>Action plan and funding strategy</p>	

